

15 December 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence

THROUGH: Director, Foreign Broadcast Information Service
Deputy Director for Science and Technology
Inspector General

FROM:
Chairman, FBIS Foreign National Panel

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SUBJECT: FBIS Foreign National Administration

REFERENCE: IG Inspection Report of FBIS, 1980

1. Referenced report recommended that the FBIS Foreign National Panel address the FBIS Foreign National management problems and provide a report of its findings to the DDCI. Major areas of concern included the following:

- a. uniform wage and employment practices,
- b. position classification,
- c. administration of FSN's at post level,
- d. third country national (TCN) benefits,
- e. performance evaluation and promotion system.

2. FBIS has agreed to join the interagency FSN position classification system administered by the Department of State. This requires FBIS to submit worldwide position standards against which every bureau position will be classified on the FSN scale. The system provides standardized position classification on a worldwide basis and uniformity in pay administration among agencies at each foreign Service Post. It does not achieve uniformity in pay worldwide as each post's wage scale is based on local practices. FBIS had 3 bureaus under State cognizance on non-conforming wage scales, i.e. non-FSN, at the time of the IG inspection. Bangkok was converted to the system in August 1980, Vienna is scheduled for conversion in February 1981 and Cyprus in the fall of 1981. Of the remaining bureaus, Okinawa Bureau is under USAF cognizance, Key West Bureau utilizes the GS scale, and Panama is governed by Canal Zone Treaty provisions until year 2000.

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3. A joint FBIS/PMCD/State message has been forwarded by the Department to all posts concerning local administration of FBIS FN employees. The message directs bureau compliance with post practices and permits Washington adjudication of unresolved items.

4. TCN benefits are required for recruitment incentives and for employee retention. No changes in benefits are contemplated at this time and the Department of State has agreed under the interagency system that TCN benefits are within the purview of CIA.

5. FBIS has issued a field notice reemphasizing the importance of performance appraisal and instructing the establishment of personnel panels at each bureau for the purpose of comparative ranking and determining promotion eligibility within the interagency system.

6. To the extent that the interagency system permits, FBIS is approaching worldwide standardization of pay, classification, post administration and employee evaluation. All concerns expressed by the inspectors have been addressed by the FN Panel as well as by FBIS management and specifics are available if desired.

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